

**JUSTIFICATION AND APPROVAL
FOR OTHER THAN FULL AND OPEN COMPETITION, PRICE
JUSTIFICATION (JOFOC)**

**ACQUISITION OF HOTEL ACCOMMODATIONS IN SUPPORT OF SENIOR
HIGH LEVEL USG VIP VISIT**

1. I recommend that the Department of State use other than full and open competition for the acquisition of hotel rooms for this VIP visit. The **estimated cost** is **€ 1,111,531.84 (\$ 1,522,646.36)**

2. Nature and/or description of the action being approved.

Senior High Level USG Principal traveling with a delegation inclusive of support elements in: Security, Communications, Logistics and Operations.

3. A description of the supplies or services required to meet the agency's needs.

The Hotel
Boulevard de Waterloo 38,
1000 Brussels
Belgium.

283 Lodging Rooms, office rooms, and conference rooms from 3/10/2014 – 3/27/2014

4. An identification of the statutory authority permitting other than full and open competition.

[X] 41 U.S.C. 253 (c) (2), FAR 6.302-2; Unusual and Compelling Urgency;
(Based on the available time and urgency of the requirement as detailed below)

Security concerns prohibit sufficient advanced notification of VIP travel to allow for sufficient time to conduct full and open competition. The Department of State can only communicate with the staff at Posts abroad when authorization is given due to security concerns. They have an extremely short turnaround time when authorization has been granted for negotiations to commence and site selections to be finalized with both the local vendors and Posts before the actual Senior High Level USG VIP visit occurs. Security and logistical teams make determinations during the site survey as to which hotels are most suitable for the Senior High Level USG VIP and his traveling staff to remain overnight. Consideration of the Senior High Level USG Principal and the location are taken into consideration as a determining factor.

The types of events, meetings, locations and availability of venues to support the Senior High Level USG VIP and the delegation are often times designated by the host countries.

Unique requirements for communications support are under severe time limitations and always a determining factor in the selection process as its capacity to be augmented to the unique requirements necessary to support certain Senior High Level USG Principals.

Many of the arrangements for hotel and transportation are often not confirmed until just before the actual visit. In addition to supporting a large delegation within a short time frame, last minute and frequent changes of itineraries for supporting personnel often result in significant changes in how Posts work with the vendors. With the exception of a few trips, contracts are not permitted to be signed until the Department of State (Post) has written confirmation from all supporting agencies, which enables collection of funds from said agencies in the event of cancellation. This results in an unusual and compelling urgency in accordance with 41 U.S.C. 253 (c) (2), FAR 6.302-2.

These unique Senior High Level USG VIP travel requirements result in only a single or a very limited number of responsible sources with no other supplies or services capable of satisfying agency requirement in accordance with 41 U.S.C. 253 (c) (2), Far 6.302-2.

The other hotels that will be contracted are as follows:

Marriott Hotel
Rue Auguste Orts 3-7
1000 Brussels
Belgium

Royal Windsor Hotel
Rue Duquesnoy 5
1000 Brussels

Crowne Plaza Hotel
Rue Gineste 3
1210 Brussels
Belgium

Steinberger Grand Hotel
Ave. Louise 71
1050 Brussels

5. A demonstration that the proposed contractor's unique qualifications or the nature of the acquisition requires use of the authority cited.

Security and logistics are the Department of State's primary considerations when procuring hotel rooms. The Department of State must be able to provide a safe and secure environment for VIP visitors. Frequently VIP visits are not announced or confirmed in sufficient time to conduct a competition, creating an urgent and compelling need. At other times, the security requirements and/or requirements of the host country government limit the acquisition to one or a small number of predetermined hotels.

☐ The VIP visit information was not available in sufficient time thereby creating an urgent and compelling need.

☐ The host country government requires the use of this/these hotel(s).

☒ The proposed contractor has the following unique qualifications which meet the Department of State's security and logistical requirements.

☐ Set-back (hotel is safe distance from the street)

☒ Location (able to secure building, travel route; distance to and from event)

☒ Size and number of rooms (able to house everyone in one hotel)

☒ Conference facilities (adequate space for meetings, press conferences)

☒ Communications (able to install equipment/lines, command center)

☒ Accommodating to security needs

6. A description of efforts made to ensure that offers are solicited from as many potential sources as is practicable.

Due to urgency and exception in FAR 25.401(a)(5) this solicitation cannot be posted but the JOFOC will be published in FedBizOpps.

The following other hotels were reviewed but were not adequate because of the following:

- **Sheraton Hotel – at airport:** Too close to the airport with constant flow of uncontrollable traffic. Vehicular traffic too close and no setback at this property. Adjacent public parking for which there is no way to control. A train that runs underneath. Ingress/egress is a significant security concern.
- **Crowne Plaza Hotel Airport–** just across from Abelag: No option area for underground drop.
- **Holiday Inn Hotel –**Access problems via a narrow road that doesn't have alternative ingress/egress. Absence of an underground drop option.
- **Marriott Courtyard Hotel – near NATO:** although the overall location and layout of the hotel appears acceptable there is no parking above ground and the parking

underground does not have the necessary clearances to allow for motorcade access. There are also the ingress/egress concerns for this location.

- **NH Hotel** (corner of Woluwelaan/De Kleetlaan in Diegem): Very limited parking and unable to determine underground option. Limited ingress/egress.
- **Van der Valk Hotel** – near airport on Culiganlaan: Limited parking and unable to determine if there is an underground option. Site unable to accommodate motorcades. Security concerns regarding location, it is on a dead end street which poses ingress/egress concerns.

7. A determination by the Contracting Officer that the anticipated cost to the Government will be fair and reasonable.

Hotel rates in Brussels are identified on a daily basis. During Fair or Trade shows rates can double or triple the per diem (Feb \$210) such as during the Intensive Care Symposium week (March 17, 2014) that brings 30.000 medical professionals to Belgium.

Prices for rooms at the Hotel for this visit are within the rates charges for similar rooms during this season and are similar to the prices received from other hotels. As such, the rates are the established market rates for this class of hotel.

8. Any other facts supporting the use of other than full and open competition. **None**

9. A listing of sources, if any, that expressed, in writing, an interest in the acquisition. **None**

10. A statement of the actions, if any, the agency may take to remove or overcome any barriers to competition before any subsequent acquisition for the supplies or services required. **None**

CERTIFICATIONS

I certify that the information in this justification is accurate and contains complete data necessary to support the recommendation for other than full and open competition to the best of my knowledge and belief.

March 27, 2014

Date:

Guhan Kalambur

I certify that this justification is accurate and complete to the best of my knowledge and belief. Based on my assessment, I conclude that other than full and open competition is justified and the proposed price is fair and reasonable.

March 27, 2014

Date:

Christopher G. Pixley
Contracting Officer

As the Competition Advocate at post, I approve this justification:

March 27, 2014

Date:

Martin P. Hohe
Management Officer